



Dr. Garrison Walters
Executive Director

July 26, 2007

TO: Mr. Daniel Ravenel, Chair, and Members of the Committee on Finance & Facilities
FROM: Ms. Lynn W. Metcalf, Director of Finance, Facilities, & MIS
SUBJECT: Committee Meeting, August 2

A meeting of the Committee is scheduled to be held in the Commission's Conference Room at 2:00 p.m. on Thursday, August 2. Attached are an agenda and materials for the meeting.

If you have any questions about the materials, please contact me at (803) 737-2265. We look forward to meeting with you on August 2.

Attachments

AGENDA

COMMITTEE ON FINANCE & FACILITIES

AUGUST 2, 2007

2:00 P.M.

CONFERENCE ROOM

SC COMMISSION ON HIGHER EDUCATION

1333 MAIN STREET, SUITE 200

COLUMBIA, SC 29201

1. Introductions
2. Minutes of June 7 Meeting
3. Interim Capital Projects
 - A.) Clemson University
 - a. President's Park Rotunda Construction
-increase budget, revise scope
 - B.) Coastal Carolina University
 - a. Science Building Renovation
-increase budget, change source of funds
 - b. Student Center Deferred Maintenance
-increase budget, revise scope
4. Other Business
5. Information Items
 - a. List of Staff Approvals for May & June 2007

MINUTES

**SOUTH CAROLINA COMMISSION ON HIGHER EDUCATION
COMMITTEE ON FINANCE AND FACILITIES**

JUNE 7, 2007

10:00 A.M.

**ORANGEBURG-CALHOUN TECHNICAL COLLEGE
EXECUTIVE BOARD ROOM**

Committee Members Present

Dr. Doug Forbes
Dr. Louis Lynn
Mr. Jim Sanders
Mr. Ken Wingate
Mr. Neal Workman

Dr. Dave DeCenzo
Mr. Edgar Dyer
Ms. Retta Guthrie
Mr. Walter Hardin
Col. Curt Holland
Mr. Charles Jeffcoat
Mr. Scott Ludlow
Mr. John Malmrose
Ms. Beth McInnis
Mr. Steve Osborne
Ms. Jennifer Pearce
Mr. Scott Poelker
Mr. Charles Shawver

Committee Members Absent

Mr. Dan Ravenel

Commission Members Present

Dr. Layton McCurdy
Mr. Randy Thomas

Guests Present

Mr. Jeff Beaver
Mr. James Bryant
Ms. Donna Collins
Dr. Anne Crook
Dr. Emma Savage-Davis

Staff Present

Mr. Gary Glenn
Ms. Alyson Goff
Ms. Lynn Metcalf
Ms. Beth Rogers

For the record, notification of the meeting was made to the public as required by the Freedom of Information Act.

Mr. Sanders called the meeting to order at 10:10 a.m. Mr. Glenn introduced the guests in attendance.

The following matters were considered:

I. Approval of Minutes of Meeting on May 2, 2007

Since there were no additions or corrections to the Minutes of the meeting on May 2, the Minutes were approved as written.

II. Consideration of Master Land Acquisition Plans (MLAPs)

Mr. Sanders asked Ms. Metcalf to explain the purpose of the MLAPs. Ms Metcalf responded that the Commission had a policy which allowed institutions to present for approval master plans that outline proposed land acquisitions. The approval is good for a five-year period during which institutions may request and the CHE staff may approve the purchase of land included in the plan. CHE staff will report all such acquisitions to the Committee on Finance and Facilities and the Commission at least quarterly.

Mr. Sanders provided institutional representatives the opportunity to speak to their proposed MLAPs. Mr. Edgar Dyer, from Coastal Carolina University, stated the University's plan allowed the institution to look forward while providing flexibility to move the campus as necessary. Dr. Forbes asked why the institution believed it was imperative to have a campus in Myrtle Beach. Mr. Dyer responded that the space in Myrtle Beach was not another campus but rather a site. He noted the site was extremely popular and convenient to many students. Dr. Forbes encouraged the institution to grow in its current location and to reconsider its Myrtle Beach location.

Dr. Lynn asked if the University's Foundation was involved in the land purchase process and if there was intent to resell the land to make a profit. Mr. Dyer responded that the status of the Foundation as a 501 (c) (3) did not allow it to make a profit. Dr. Lynn asked if the University had any land to sell. Mr. Dyer responded in the negative.

It was moved (Lynn), seconded (Workman), and voted to approve Coastal Carolina University's MLAP.

Mr. Hardin, from Winthrop University, explained the master plan map included in the meeting materials. He noted the plan allowed for westward growth over the next 20 years. Dr. Lynn asked when the Board of Trustees approved the MLAP. Mr. Hardin explained that the Board approved the land purchases as the land became available. Dr. Lynn asked if this was the institution's first MLAP. Ms. Metcalf answered in the affirmative.

It was moved (Workman), seconded (Forbes), and voted to approve Winthrop University's MLAP.

III. Other Business

Mr. Sanders reiterated his concern from the previous month's meeting that the Committee's meeting schedule was delaying the approval of interim capital projects. He stated he would like to examine and develop a recommendation to allow the Committee and Commission to review and approve projects on the same day. Mr. Wingate stated he would like to see the specific language change to the bylaws. Mr. Sanders asked him to work with the staff to develop the recommended language.

Mr. Sanders noted a list of staff approvals for April 2007 was presented as information. Dr. Forbes asked about USC Columbia's equestrian farm preliminary land acquisition project. Ms.

Donna Collins, from USC Columbia, stated the project was for the initial study. Dr. Forbes asked Ms. Metcalf if the purchase of the land had been approved. Ms. Metcalf answered in the negative. Dr. Forbes asked if the cost of the project was an in-house expense. Mr. Charles Jeffcoat, from USC Columbia, stated the state procurement for land required the due diligence of completing a study. If the study finds the land is okay for purchase, the project budget will be increased to purchase the land. He noted the University division that wants to purchase the land pays for the initial study.

Dr. Forbes asked about the \$5.4 million budget increase in the College of Charleston's George Street Land, Dorm, and Apartment Acquisition. Mr. Charles Shawver, from the Budget & Control Board, stated the increase would allow the College to complete the shell space for the cafeteria. Dr. Forbes asked why the budget increase was approved by the staff. Ms. Metcalf answered that the staff had the authority to approve budget increases of up to 10 percent of the total project budget.

Dr. Forbes asked about USC Columbia's renovation project of Capstone Top of Carolina. Mr. Jeffcoat stated the facility has never been renovated and the project will address accessibility issues. He noted the renovation will allow the facility to continue operations as it is a landmark attraction used by the public. Ms. Metcalf stated the staff had the authority to approve routine repair, renovation, and maintenance projects as defined in CHE policy. Mr. Workman noted these projects would not be an issue if the approval process could be changed.

Ms. Metcalf reminded the Committee of the scheduled campus tours to Greenville Technical College, Spartanburg Community College, and USC Upstate on July 17-18. She also stated that the staff was working to schedule tours in October at the request of Mr. Ravenel.

With no further business, the meeting was adjourned at 10:45 a.m.

Respectfully submitted,

Alyson M. Goff
Recorder

**Attachments are not included in this mailing but will be filed with the permanent record of these minutes and are available for review upon request.*

DESCRIPTION OF INTERIM CAPITAL PROJECTS FOR CONSIDERATION

August 2, 2007

Clemson University

President's Park Rotunda Construction \$769,000 -increase budget, revise scope
(Previous Budget = \$56,000)

Source of Funds: \$769,000 -private donations

Proposed Budget:	\$465,000	-new construction (800 GSF)
	200,000	-site development
	60,000	-professional services fees
	60,000	-contingency
	20,000	-landscaping
	19,000	-labor costs
	<u>1,000</u>	equipment and/or materials

Total: \$825,000

Description

The University requests approval to increase the project budget and revise the scope to construct the President's Park Rotunda. The rotunda is an alumni class project funded by private donations from the Class of 1957.

The rotunda is to be located in the President's Park between Sikes Hall and the President's home. The structure will be used for outdoor classes, public events, ceremonies, and informal gatherings. The structure will provide opportunities to expand the current function of the park. The rotunda will support computer networking, audio/video needs, night lighting, and outdoor seating. The project also includes landscaping adjacent to the structure and site work in the surrounding area.

The total project cost is expected to be \$825,000.

E&G Deferred Maintenance Reduction:

N/A – New Construction

Annual Operating Costs/Savings:

Utilities will require additional operating costs of \$1,000 in the three years following project completion. The costs will be absorbed into the existing budget.

Recommendation

Staff recommends approval of this project as proposed.

Coastal Carolina University

Science Building Renovation \$1,200,000 -increase budget, change source of funds
(Previous Budget = \$825,000)

Source of Funds: \$1,200,000 -renovation reserve

Proposed Budget: \$ 900,000 -utilities renovations
725,000 -interior building renovations
300,000 -roofing
100,000 -exterior building renovations

Total: \$2,025,000

Description

The University requests approval to increase the project budget and change the source of funds to complete several deferred maintenance items in the Smith Science Building to include HVAC repairs, roof repairs, electrical upgrades, and window replacement.

The 41,700 GSF two-story building was constructed in 1980 and has required frequent minor upgrades to the building and the support systems. The HVAC system had major upgrades in 1998 and 2002. The upgrades consisted of converting classrooms into laboratories, which increased the HVAC demand loads necessitating adding equipment to the existing system. The building and 80 percent of the HVAC system is 27 years old, which is 12 years past the normal system life expectancy of 15 years, and the frequency of maintenance and operating costs are increasing.

The project will also include repairs to the building infrastructure, exterior building renovations, roofing upgrades, replacing the exhaust and pressure control systems, and other electrical system upgrades.

The University also requests to change the source of funds of the \$825,000 previously approved to funding from the renovation reserve. The project will now be completely funded through this source.

E&G Deferred Maintenance Reduction:

The project will alleviate a portion of the \$4,675,983 in existing deferred maintenance.

Annual Operating Costs/Savings:

The project will result in an operations savings of \$40,000 in the first year following project completion. Savings will be realized through aligning chiller capacity with building needs, conversion to variable air volume fume hoods, energy efficient lighting, occupancy sensors, demand control ventilations, variable frequency drives, and incorporation into the campus-wide energy management system.

Recommendation

Staff recommends approval of this project as proposed.

**Agenda Item 5
Finance & Facilities**

INFORMATION ITEM

PERMANENT IMPROVEMENT PROJECTS APPROVED BY STAFF						
May 2007						
Date Approved	Project #	Institution	Project Name	Action Category	Budget Change	Revised Budget
5/3/2007	9552	Francis Marion	Department of Nursing Facility Construction	Change Source of Funds, Close Project	\$0	\$7,400,000
5/3/2007	9813	Central Carolina TC	F.E. DuBose Career Center Land Acquisition	Close Project	\$0	\$0
5/3/2007	9831	Central Carolina TC	Shaw Center Property Donation	Close Project	\$0	\$0
5/3/2007	9876	Horry-Georgetown TC	Horry-Grand Strand Campus Land/Building Acquisition	Close Project	\$0	\$160,000
5/3/2007	9931	Horry-Georgetown TC	Conway Building 700 Renovation	Close Project	\$0	\$84,584
5/3/2007	9932	Horry-Georgetown TC	Conway Building 500 Renovation	Close Project	\$0	\$33,256
5/3/2007	9934	Horry-Georgetown TC	Conway Building 600 Renovation	Close Project	\$0	\$97,450
5/3/2007	9935	Horry-Georgetown TC	Conway Exterior Lighting Upgrade	Close Project	\$0	\$37,715
5/3/2007	9927	Horry-Georgetown TC	Conway Building 200 Renovation	Increase Budget	\$15,416	\$290,416
5/3/2007	9930	Horry-Georgetown TC	Georgetown Building 100 Roofing Renovation	Increase Budget, Change Source of Funds	\$12,975	\$227,875
5/3/2007	9933	Horry-Georgetown TC	Conway Building 100 Renovation	Decrease Budget	(\$48,846)	\$26,154
5/3/2007	9881	Horry-Georgetown TC	Allied Health Wing Construction - Georgetown Campus	Increase Budget	\$295,090	\$2,300,000
5/3/2007	New	Greenville TC	Northwest Campus Building Two Construction	Establish Project	\$342,000	\$0
5/3/2007	9850	Clemson	Kinard Laboratory - HVAC Renovation	Decrease Budget	(\$1,800,000)	\$325,000
5/15/2007	9569	College of Charleston	Grace Episcopal Church Property Exchange	Close Project	\$0	\$0
5/15/2007	9167	College of Charleston	Campus Building Asbestos Removal	Close Project	\$0	\$421,363
5/15/2007	9542	College of Charleston	Central Energy Plant Expansion	Close Project	\$0	\$4,257,352
5/15/2007	9562	College of Charleston	Campus Security - Access and Fire Safety Systems	Close Project	\$0	\$360,000
5/15/2007	9594	SC State	Sojourner Truth Exterior Walls Waterproofing	Decrease Budget, Close Project	(\$230,795)	\$14,205
5/15/2007	9501	USC SOM	Medical Park Property Acquisition	Decrease Budget, Close Project	(\$30,000)	\$9,303,503
5/15/2007	9501	USC Union	Union Oil Mill Demolition and Land Acquisition	Decrease Budget, Close Project	(\$20,000)	\$5,000
5/30/2007	9543	Coastal Carolina	Student Center Deferred Maintenance	Increase Budget, Revise Scope	\$490,000	\$1,590,480
5/30/2007	9894	Horry-Georgetown TC	Grand Strand Campus Former Base Hospital Bldg Renovation ¹	Increase Budget	\$870,000	\$9,601,000
5/30/2007	9805	USC Columbia	Olympic Sports Building-A/E	Decrease Budget, Close Project	(\$189,507)	\$10,493
5/30/2007	9980	USC Columbia	Law Center Exterior Repairs	Decrease Budget, Close Project	(\$14,236)	\$235,764
5/30/2007	9504	USC Beaufort	New River Project-Construction	Decrease Budget, Close Project	(\$9,209)	\$4,628,791

¹Increases of 10% or less of total project budget can be approved by staff.

PERMANENT IMPROVEMENT PROJECTS APPROVED BY STAFF

June 2007

Date Approved	Project #	Institution	Project Name	Action Category	Budget Change	Revised Budget
6/6/2007	NEW	Midlands TC	Saluda Hall Roof Renovations ¹	establish project	\$0	\$700,000
6/12/2007	9890	USC Columbia	Cliff Apartments Waterproofing	decrease budget, close project	(\$52,274)	\$167,726
6/12/2007	9597	Citadel	City Gym Land Acquisition	decrease budget, close project	(\$17,500)	\$2,500
6/12/2007	9906	Spartanburg CC	Cherokee County Campus West Entrance Construction	decrease budget, close project	(\$6,914)	\$271,740
6/12/2007	NEW	Central Carolina TC	Preliminary Land Acquisition (Kershaw-Lee Campus)	establish project	\$0	\$20,000
6/29/2007	9921	Florence-Darlington TC	Building 100/400/5000 Roof Replacement	increase budget, change source, revise scope	\$100,000	\$348,838
6/29/2007	9847	Trident TC	Buildings 200, 500 & 800 Reroofing	change source, close project	(\$272)	\$401,669

¹ Routine repair, replacement, & maintenance projects are approved at staff level.